



Fact Sheet

Emergency Management Certification Training Program Sponsorship Process - January 2014

Background:

The sponsorship process helps ensure HSEM reaches its target audience and validates the training track selected is appropriate for the student's role in emergency management. This process is designed to increase the professionalism of those individuals accepted into HSEM's emergency management training program and focus limited resources to those individuals who directly support local and state emergency management efforts in the field. Program sponsorship is administered and approved at the county level.

Sponsorship provides an experienced professional local emergency manager point of contact to the student for networking and hands on emergency management support. This approach helps ensure those seeking training and certification are actually working in a role aligned to their jurisdiction's emergency operations plan and are part of the overall emergency management system.

Individuals who want to learn more about how to become involved in the emergency management profession, may want to start with, or be directed to, FEMA's online independent study courses and/or volunteer opportunities in their community. Once an individual has an actual role or involvement in their jurisdiction's emergency management planning, preparedness, and response efforts, these individuals are encouraged to seek sponsorship for future admittance to the program.

How to Obtain Sponsorship:

Interested individuals not appointed by their jurisdiction as the city, county, tribal emergency management director, deputy director, assistant director or coordinator or state agency emergency management representative, must obtain an approved **sponsorship** prior to taking classroom courses. HSEM asks city emergency management directors/deputy directors to consult with their county emergency management director, who will sign and submit a sponsorship form for those individuals who are not city, county, or tribal emergency managers. This requirement does not apply to cities of the first class. Click on this link to go to the [HSEM Emergency Management Certification Program website](#) and scroll down to the *Sponsorship for Certification* section to obtain a sponsorship form. Upon receipt of a signed sponsorship form, HSEM will notify the applicant of their formal acceptance into the state's Emergency Management Training Program.